



Boston Public Health Commission: Nail Salon Sanitation Checklist

Print and complete this checklist every day. It will help you and your employees make sure your nail salon is operating within the Boston Public Health Commission’s regulations. The items on this list are things our inspectors look for when they inspect your salon.

Paperwork:

- Valid Boston Public Health Commission permit
- Current license from MA Board of Cosmetology publicly displayed
- Public health notice posted and worded according to regulations
- SDS for all chemicals present and stored where employees can access them
- Logbook is up-to-date, indicating regular use of dry heat sterilizer or autoclave

Supplies and Fixtures:

- All chemical containers are labeled with contents
- All chemical containers are closed when not in use
- Proper flammable storage cabinet where chemicals are stored, with labels
- First aid kit is fully stocked
- Functioning eye wash station (not located in the bathroom)
- Eye wash station bottle has not expired
- Hand washing sinks are kept in sanitary condition
- Hand washing sinks have soap available
- Hand washing sinks have disposable towels available
- Latex and/or nitrile gloves are available to employees
- Employees use latex and/or nitrile gloves when working with clients
- Clean tools or new tools are stored in closable container or cabinet
- Clean towels are stored in a closable container or cabinet

Sanitation Practices & Status:

- Have a dry heat sterilizer or autoclave
- After use on a single client, metal tools are washed and then sanitized in a dry heat sterilizer or autoclave before being used again
- After a single use, throw away used toe separators, cotton balls, pumice stones, non-metal files, flip flops
- Clean manicure stations after each client
- Clean foot baths, including filters, after each client
- Have and use mechanical general ventilation that brings in fresh outside air and exhausts salon air to the outside, as well as source capture ventilation at each manicure and pedicure station, according to state building code (required immediately of salons who received their first permit from BPHC after October 17, 2013 and all salons by October 2018)
- Do not use bleach, alcohol, medical grade disinfectant to sanitize metal tools, only an autoclave or dry heat sterilizer

There is NO:

- UV light box in the salon
- Incense, candles, smoking, or other open flames
- Razor-type callus shavers or skin graters
- Formalin, formaldehyde, MMA, alum or astringents in stick/lump form

Notes: _____

Date of Checklist Completion: _____

Initials: _____